

## Condo & HOA Questionnaires, Association Documents and other Association information

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INTEGRA Management Corp. has transitioned to HomeWiseDocs.com, the next generation in document and data delivery for community associations. HomeWiseDocs.com provides reliable, around-the-clock online access to all governing documents and critical project data for lenders, closing agents, real estate agents and homeowners from Integra's managed communities.

Log on to [www.HomeWiseDocs.com](http://www.HomeWiseDocs.com) and select the Sign Up link to register. The many system enhancements geared toward an improved user experience include:

- Order by address or association name searches**
- Share your order with up to five email addresses**
- Hard copy delivery options available**
- Email and SMS text completion notices for users**
- Rush order requests**
- Track your orders online with order confirmation number**

INTEGRA Management Corp. will continue to bring the latest tools and practices to the community association industry and affiliated professionals. HomeWiseDocs.com simplifies the process of obtaining the association information that you require. We are pleased to share this important notice with those parties that regularly request Lender Questionnaires and other association documents from our company. ***Please note that Statement of Accounts will continue to be processed through INTEGRA's Accounting Dept.***

### **Integra Management Corp.**

200 Valley Road, Suite 203  
Mt. Arlington, NJ, 07856  
(973) 770-1500

[www.integramgtcorp.com](http://www.integramgtcorp.com)

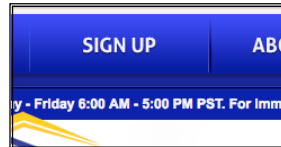
**HomeWiseDocs.com**  
**4773 Mangels Blvd.**  
**Fairfield, CA 94534**

**Online Chat at [www.HomeWiseDocs.com](http://www.HomeWiseDocs.com)**  
**Help Desk: 866.925.5004 x1**  
**e-mail: [info@HomeWiseDocs.com](mailto:info@HomeWiseDocs.com)**

## CONDO & HOA QUESTIONNAIRE AND ASSOCIATION DOCUMENT PROCEDURES

1. Please go to [www.Homewisedocs.com](http://www.Homewisedocs.com)

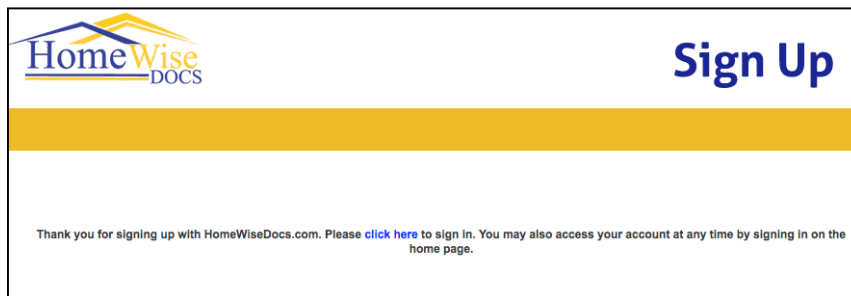
2. Go to the Sign Up Button



Or if you have previously logged in go the LOGIN and enter your User Name and Password



3. You will see the following once you create a sign in



4. At the USER CENTER Place a New Order



**INTEGRA Management Corp.**

200 Valley Road, Suite 203

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T (973) 770-1500 F (973) 770-3669

[www.integramanagementcorp.com](http://www.integramanagementcorp.com)



## 5. Find an Association

Please enter the information below to find your association.

Search Type  Unit Address  Association Name

Association Name

Street Address

Unit

City

State

or

ZIP

Please identify transaction type below.

Transaction Type  Purchase/Sale  
 Refinance  
 Other

**Search Tips**

1. To generate more results, enter fewer words. For example, instead of search for "Vine Glen Estates", simply enter "Vine".
2. When searching by Association, do not enter an address, just the City and State and/or Zip Code.
3. Be sure to enter the name of the Association, not the name of the management company.
4. When searching by Property Address, it is not necessary to enter the name of the Association.

## 6. Start Your Order

**How to Order**

HomeWiseDocs.com offers a variety of ways in which to order documents. Once you have added the items to your shopping cart, click the "Continue" button to continue to checkout. Find out more about the following offered items:

[Individual Disclosure Forms and Association Documents.](#)

**Order Summary**

Estimated Totals	Pay Now	Pay At Closing
Ordered Items	\$0.00	\$0.00
Associated Fees	\$0.00	\$0.00
Rush Fees	\$0.00	\$0.00
Shipping	\$0.00	\$0.00
Convenience Fees	\$0.00	\$0.00
<b>Total Fees</b>	<b>\$0.00</b>	<b>\$0.00</b>

Select Your Items below

**INDIVIDUAL DISCLOSURE FORMS AND ASSOCIATION DOCUMENTS**

Select the individual disclosure forms and association documents you would like to order from the list below.

Item	See What's Inside?	Price	Select
Lender Questionnaire		\$150.00 Pay Now	<input type="checkbox"/>
Rules and Regulations		\$15.00 Pay Now	<input type="checkbox"/>
Budget		\$25.00 Pay Now	<input type="checkbox"/>
Bylaws		\$35.00 Pay Now	<input type="checkbox"/>

## 7. Payment and Confirmation

Order

**Order Confirmation**





8. Customer Support is available Monday - Friday 6:00 AM – 5:00 PM PST. For immediate assistance utilize the Online Chat in the upper right hand corner.

